

Message

From: Grantham, Nancy [Grantham.Nancy@epa.gov]
Sent: 1/20/2021 8:51:24 PM
To: Utech, Dan [Utech.Dan@epa.gov]
CC: Nishida, Jane [Nishida.Jane@epa.gov]; Hamilton, Lindsay [Hamilton.Lindsay@epa.gov]
Subject: RE: draft all staff

Thank you Dan, and great to meet you as well.

Will review now and send back a preview shortly.

Thanks ng

Nancy Grantham
Principal Deputy Associate Administrator
Environmental Protection Agency
Office of Public Affairs
202-564-6879 (desk)
202-253-7056 (cell)
grantham.nancy@epa.gov

From: Utech, Dan <Utech.Dan@epa.gov>
Sent: Wednesday, January 20, 2021 3:47 PM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>
Cc: Nishida, Jane <Nishida.Jane@epa.gov>; Hamilton, Lindsay <Hamilton.Lindsay@epa.gov>
Subject: draft all staff

Hi Nancy –

I'm Dan Utech, the incoming cos. Great to meet you!

I have pasted below my draft all staff email; I gather that that the way to do an all staff is through OPA. My message would follow the one announcing Jane. I'd appreciate your review and comments, and Jane yours as well. I would have sent in Word but I'm on Citrix and couldn't figure out how to save the file.

Thanks and please call if easier than going back and for the on email. My cell is Ex. 6 Personal Privacy (PP)

Best regards,

Dan Utech

Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP)